



Church of England School
Head of School: Mrs N J Adamson MA NPQH

28th February 2019

Dear Parent/Carer,

French Exchange Meeting – Wednesday 6th March, documents request and update

There will be a French Exchange information evening on **Wednesday 6th March at 6.30pm**. Students are welcome to attend should they wish to. The information meeting will take place in the main school hall and will last approximately one hour.

This evening is intended to give parents and students vital information regarding the arrangements for the trip to France but also to give you details of the French students' stay here in Ruislip. Parents and students will also have the opportunity to ask questions.

If you cannot attend the evening, please email me ehofmann@bishopramsey.school and I will send you a copy of all the relevant information.

In the meantime, please send in a photocopy of your child's passport and EHIC card by **Wednesday 20th March at the latest** in preparation for the trip.

Students going on the exchange must have their **own** passport and a European Health Insurance Card which you can apply for online (<http://www.ehic.org.uk/>). The EHIC card is **free** if you apply from the official website. The earlier the application is made the better as cards can take up to 2 weeks to arrive! Please don't leave it until the last minute, as your child will not be allowed to travel without an EHIC card. EHIC cards are still valid in Europe until 2021 despite Brexit.

If your child has a **non-European Union** passport, please notify me as soon as possible (by using the email address above) so the necessary arrangements can be made.

Brexit:

We cannot get away from it! Your child **must** have 6 months minimum validity on their passport **from 15th May 2019** in order to travel. This is in the light of the current uncertainty about Brexit and the type of deal/no deal that we will end up with. Please check the validity on their passports. If you are not sure, you can use this tool from the UK passport agency to check your child's details. <https://www.passport.service.gov.uk/check-a-passport>
If your child has a non-British, but European Passport, going to Europe will not be a problem but please check arrangements for returning to the UK. This advice is issued by the embassies of your "home" countries. Please let me know if there are any problems. As we approach and pass 29th March 2019, the post-Brexit situation will be much clearer.

Please note that the final instalment of £105 for the Exchange is due on Friday **29th March**. The total cost of the trip was £300 – please ensure that you have paid the right amount. Thank you in advance for your prompt payments and for supporting the Exchange. It's going to be a great trip!



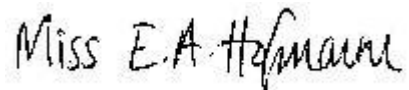
Address: Hume Way, Ruislip, Middlesex. HA4 8EE ☞ Telephone: 01895 639227 ☞ Facsimile: 01895 622429

Email: office@bishopramseyschool.org ☞ Website: www.bishopramseyschool.org

The French students will be with us from Tuesday 26th to Sunday 31st March. At the information evening you will receive a copy of their programme for your perusal and planning.

Should you have any queries please do not hesitate to contact me.

Yours faithfully,

A handwritten signature in black ink that reads "Miss E.A. Hofmann". The signature is written in a cursive style with a clear, legible font.

**Miss E Hofmann
Head of MFL Faculty**